



**REPORT OF THE AUDITOR OF PUBLIC ACCOUNTS
AUDIT EXAMINATION OF THE
BULLITT COUNTY
SHERIFF'S SETTLEMENT - 1999 TAXES**

April 30, 2000

**EDWARD B. HATCHETT, JR.
AUDITOR OF PUBLIC ACCOUNTS
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EXECUTIVE SUMMARY
BULLITT COUNTY
PAUL PARSLEY, SHERIFF
SHERIFF'S SETTLEMENT - 1999 TAXES
APRIL 30, 2000

An unqualified opinion is issued for the annual tax settlement audit.

Comment and Recommendation:

- The Sheriff's 1999 Tax Account Net Payables of \$85,806 Was Excessive

This was caused by inadequate Sheriff's Automated Collection System (SACS) report for November 1999 collections. The SACS report did not allow for enough digits to accommodate the growth in tax collections for this rapidly expanding county. All taxing district liabilities were paid in August 2000 subsequent to our audit fieldwork and the 1999 tax account was properly closed. Sheriff Parsley has purchased a new computerized tax collection system to replace SACS. This should remedy the problem for 2000 and subsequent tax years. The Revenue Cabinet has waived the penalty associated with this excessive settlement liability.

Interest earned on the tax account for 1999 taxes was \$48,307 and was properly distributed.

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Edward B. Hatchett, Jr.
Auditor of Public Accounts

To the People of Kentucky

Honorable Paul E. Patton, Governor

Kevin Flanery, Secretary

Finance and Administration Cabinet

Mike Haydon, Secretary, Revenue Cabinet

Honorable Kenneth Rigdon, Bullitt County Judge/Executive

Honorable Paul Parsley, Bullitt County Sheriff

Members of the Bullitt County Fiscal Court

Independent Auditor's Report

We have audited the Bullitt County Sheriff's Settlement - 1999 Taxes as of April 30, 2000. This tax settlement is the responsibility of the Bullitt County Sheriff. Our responsibility is to express an opinion on the financial statement based on our audit.

We conducted our audit in accordance with generally accepted Government Auditing Standards and the Audit Guide for Sheriff's Tax Settlements issued by the Auditor of Public Accounts, Commonwealth of Kentucky. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statement. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The Sheriff prepares his financial statement on a prescribed basis of accounting that demonstrates compliance with the cash basis and laws of Kentucky, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the accompanying financial statement referred to above presents fairly, in all material respects, the Bullitt County Sheriff's taxes charged, credited, and paid as of April 30, 2000, in conformity with the basis of accounting described in the preceding paragraph.

Based on the results of our audit, we present the following comment and recommendation, included herein, which discusses the following area of noncompliance.

- The Sheriff's 1999 Tax Account Net Payables Of \$85,806 Was Excessive

To the People of Kentucky
Honorable Paul E. Patton, Governor
Kevin Flanery, Secretary
Finance and Administration Cabinet
Mike Haydon, Secretary, Revenue Cabinet
Honorable Kenneth Rigdon, Bullitt County Judge/Executive
Honorable Paul Parsley, Bullitt County Sheriff
Members of the Bullitt County Fiscal Court

In accordance with Government Auditing Standards, we have also issued a report dated August 1, 2000, on our consideration of the Sheriff's compliance with certain laws and regulations and internal control over financial reporting.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ed Hatchett", with a long horizontal flourish extending to the right.

Edward B. Hatchett, Jr.
Auditor of Public Accounts

Audit fieldwork completed -
August 1, 2000

BULLITT COUNTY
PAUL PARSLEY, SHERIFF
SHERIFF'S SETTLEMENT - 1999 TAXES

April 30, 2000

| <u>Charges</u> | <u>County Taxes</u> | <u>Special Taxing Districts</u> | <u>School Taxes</u> | <u>State Taxes</u> |
|--|---------------------|-------------------------------------|----------------------|---------------------|
| Real Estate | \$ 2,052,905 | \$ 2,203,697 | \$ 8,719,764 | \$ 3,011,242 |
| Tangible Personal Property | 92,279 | 88,019 | 256,629 | 305,700 |
| Intangible Personal Property | | | | 107,119 |
| Fire Protection | 565 | | | |
| Franchise Corporation | 150,342 | 142,278 | 444,319 | |
| Distilled Spirits Taxes | 236,766 | 124,869 | 655,307 | |
| Limestone Reserves | 1,048 | 604 | 4,451 | 1,536 |
| Watershed | | 989 | | |
| Bank Franchise | 61,761 | | | |
| Increased Through Erroneous Assessments | 5,762 | 5,039 | 21,927 | 8,116 |
| Penalties | 15,020 | 18,625 | 63,213 | 23,454 |
| Adjusted to Sheriff's Receipt | (876) | (6,291) | (5,632) | (1,921) |
| Gross Chargeable to Sheriff | <u>\$ 2,615,572</u> | <u>\$ 2,577,829</u> | <u>\$ 10,159,978</u> | <u>\$ 3,455,246</u> |
| <u>Credits</u> | | | | |
| Discounts | \$ 38,949 | \$ 38,117 | \$ 156,101 | \$ 54,871 |
| Exonerations | 11,895 | 13,001 | 47,585 | 16,539 |
| Delinquents: | | | | |
| Real Estate | 42,473 | 54,765 | 180,379 | 62,229 |
| Tangible Personal Property | 1,632 | 1,802 | 4,517 | 3,335 |
| Intangible Personal Property | | | | 3,951 |
| Total Credits | <u>\$ 94,949</u> | <u>\$ 107,685</u> | <u>\$ 388,582</u> | <u>\$ 140,925</u> |
| Net Tax Yield | \$ 2,520,623 | \$ 2,470,144 | \$ 9,771,396 | \$ 3,314,321 |
| Less: Commissions * | <u>107,414</u> | <u>69,985</u> | <u>322,456</u> | <u>141,146</u> |
| Net Taxes Due | \$ 2,413,209 | \$ 2,400,159 | \$ 9,448,940 | \$ 3,173,175 |
| Taxes Paid | <u>2,404,862</u> | <u>2,376,807</u> | <u>9,416,951</u> | <u>3,152,853</u> |
| | | ** | | |
| Due Districts or (Refunds Due Sheriff) | <u>\$ 8,347</u> | <u>\$ 23,352</u> | <u>\$ 31,989</u> | <u>\$ 20,322</u> |

* and ** See Page 4

BULLITT COUNTY
 PAUL PARSLEY, SHERIFF
 SHERIFF'S SETTLEMENT - 1999 TAXES
 April 30, 2000
 (Continued)

* Commissions:

| | | |
|----------|----|-----------|
| 10% on | \$ | 10,000 |
| 4.25% on | \$ | 7,218,272 |
| 3.3% on | \$ | 9,771,396 |
| 1% on | \$ | 1,076,816 |

** Special Taxing Districts:

| | | |
|----------------------------------|----|--------|
| Library District | \$ | 1,976 |
| Health District | | 1,744 |
| Extension District | | 662 |
| Nichols Fire District | | 37 |
| South East Bullitt Fire District | | (678) |
| Mt. Washington Fire District | | 11,367 |
| Zoneton Fire District | | 8,221 |
| Plum Creek Watershed District | | 23 |

| | | |
|---------------------------------------|----|---------------|
| Due Districts or (Refund Due Sheriff) | \$ | <u>23,352</u> |
|---------------------------------------|----|---------------|

BULLITT COUNTY
NOTES TO FINANCIAL STATEMENT

April 30, 2000

Note 1. Summary of Significant Accounting Policies

A. Fund Accounting

The Sheriff's office tax collection duties are limited to acting as an agent for assessed property owners and taxing districts. A fund is used to account for the collection and distribution of taxes. A fund is a separate accounting entity with a self-balancing set of accounts. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

B. Basis of Accounting

The financial statement has been prepared on a cash basis of accounting. Basis of accounting refers to when charges, credits, and taxes paid are reported in the settlement statement. It relates to the timing of measurements regardless of the measurement focus.

Charges are sources of revenue which are recognized in the tax period in which they become available and measurable. Credits are reductions of revenue which are recognized when there is proper authorization. Taxes paid are uses of revenue which are recognized when distributions are made to the taxing districts and others.

C. Cash and Investments

At the direction of the fiscal court, KRS 66.480 authorizes the Sheriff's office to invest in the following, including but not limited to, obligations of the United States and of its agencies and instrumentalities, obligations and contracts for future delivery or purchase of obligations backed by the full faith and credit of the United States, obligations of any corporation of the United States government, bonds or certificates of indebtedness of this state, and certificates of deposit issued by or other interest-bearing accounts of any bank or savings and loan institution which are insured by the Federal Deposit Insurance Corporation (FDIC) or which are collateralized, to the extent uninsured, by any obligation permitted by KRS 41.240(4).

Note 2. Deposits

The Sheriff maintained deposits of public funds with depository institutions insured by the Federal Deposit Insurance Corporation (FDIC). According to KRS 66.480(1)(d) and KRS 41.240(4), the depository institution should pledge or provide sufficient collateral which, together with FDIC insurance, equals or exceeds the amount of public funds on deposit at all times. In order to be valid against the FDIC in the event of failure or insolvency of the depository institution, this pledge or provision of collateral should be evidenced by an agreement between the Sheriff and the depository institution, signed by both parties, that is (a) in writing, (b) approved by the board of directors of the depository institution or its loan committee, which approval must be reflected in the minutes of the board or committee, and (c) an official record of the depository institution. These requirements were met, and as of April 30, 2000, the Sheriff's deposits were fully insured or collateralized at a 100% level with collateral of either pledged securities held by the Sheriff's agent in the Sheriff's name, or provided surety bond which named the Sheriff as beneficiary/obligee on the bond.

BULLITT COUNTY
NOTES TO FINANCIAL STATEMENT
April 30, 2000
(Continued)

Note 3. Property Taxes

The real and personal property tax assessments were levied as of January 1, 1999. Property taxes were billed to finance governmental services for the year ended June 30, 1999. Liens are effective when the tax bills become delinquent. The collection period for these assessments was November 1, 1999 through May 16, 2000.

Note 4. Interest Income

The Bullitt County Sheriff earned \$48,307 as interest income on 1999 taxes. The Sheriff distributed the appropriate amount to the school district as required by statute, and the remainder will be used to operate the Sheriff's office.

Note 5. Unrefundable Duplicate Payments And Unexplained Receipts Should Be Escrowed

The Sheriff should deposit any unrefundable duplicate payments and unexplained receipts in an interest-bearing account. According to KRS 393.110, the Sheriff should properly report annually to the Treasury Department any unclaimed moneys. After seven years, if the funds have not been claimed, the funds should be submitted to the Kentucky State Treasurer. For the 1999 taxes, the Sheriff had \$2,890 in unrefundable duplicate payments and unexplained receipts. Therefore, the Sheriff should send a written report to the Treasury Department.

COMMENT AND RECOMMENDATION

BULLITT COUNTY
PAUL PARSLEY, SHERIFF
COMMENT AND RECOMMENDATION

APRIL 30, 2000

STATE LAWS AND REGULATIONS:

The Sheriff's 1999 Tax Account Net Payables Of \$85,806 Was Excessive

Our audit indicates the following payables (receivable) existed for the 1999 tax account as of April 30.

Taxes Due District (Refund Due Sheriff):

| | |
|-------------------------------|-----------|
| State | \$ 20,322 |
| County | 8,347 |
| School District | 31,989 |
| Library District | 1,976 |
| Health Department District | 1,744 |
| Extension District | 662 |
| Zoneton Fire District | 8,221 |
| Mt. Washington Fire District | 11,367 |
| SE Bullitt Fire District | (678) |
| Nicholas Fire District | 37 |
| Plum Creek Watershed District | 23 |

Interest Due:

| | |
|-----------------------|------------------|
| School District | 1,012 |
| Sheriff's Fee Account | 784 |
| | <hr/> |
| Total Net Payables | <u>\$ 85,806</u> |

All payments were properly made in August 2000 subsequent to our audit fieldwork. The errors occurred because the November 1999 SACS report provided to the Sheriff by the Revenue Cabinet could not accommodate the growth of tax collections in this rapidly expanding county. The amount of the error could not be determined until final settlement. KRS 134.300 and KRS 134.320 require accurate report and payment of monthly tax collections by the tenth day of each month for the preceding month.

Sheriff's Response:

The Sheriff agrees with the final settlement liability amounts and will effect payment during August 2000. Further, the Sheriff has purchased a new custom tax collection and reporting system for use during tax year 2000, and subsequent collection periods. The new system is designed to allow for the growth in collections. The Revenue Cabinet has waived the penalty normally associated with late payments.

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REPORT ON COMPLIANCE
AND ON INTERNAL CONTROL OVER FINANCIAL
REPORTING BASED ON AN AUDIT OF THE FINANCIAL STATEMENT
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS



Edward B. Hatchett, Jr.
Auditor of Public Accounts

Honorable Kenneth Rigdon, Bullitt County Judge/Executive
Honorable Paul Parsley, Bullitt County Sheriff
Members of the Bullitt County Fiscal Court

Report On Compliance And On Internal Control
Over Financial Reporting Based On An Audit Of The Financial
Statement Performed In Accordance With Government Auditing Standards

We have audited the Bullitt County Sheriff's Settlement - 1999 Taxes as of April 30, 2000, and have issued our report thereon dated August 1, 2000. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Bullitt County Sheriff's Settlement - 1999 Taxes as of April 30, 2000 is free of material misstatement, we performed tests of its compliance with certain provisions of laws and regulations, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Bullitt County Sheriff's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statement and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statement being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

Honorable Kenneth Rigdon, Bullitt County Judge/Executive
Honorable Paul Parsley, Bullitt County Sheriff
Members of the Bullitt County Fiscal Court
Report On Compliance And On Internal Control
Over Financial Reporting Based On An Audit Of The Financial
Statement Performed In Accordance With Government Auditing Standards
(Continued)

This report is intended solely for the information and use of management and is not intended to be and should not be used by anyone other than the specified party. However, this report, upon release by the Auditor of Public Accounts, is a matter of public record and its distribution is not limited.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ed Hatchett", with a long horizontal flourish extending to the right.

Edward B. Hatchett, Jr.
Auditor of Public Accounts

Audit fieldwork completed -
August 1, 2000

